



## **Community Education/Contract Education Instruction**

### **Vision/Narrative**

Contract & Community Education support the mission of the college by developing and offering lifelong learning and training opportunities to the district community and industry partners

### **Feedback from Supervisor / Dean**

What are the short- and long-term goals for self-support and number of programs? What are the targets you are trying to meet by collaborating with CTE and NC?

What SLOs can you create to reflect your goals and the outcomes you mention above? They should be linked.

This area has great growth potential for the college. The list of activities is impressive, but it is difficult to place these items in broader context given the lack of narrative. Where does this program envision itself in a year? In three years?

How do these objectives and activities support those goals?



**Program Objective 1: Simplify Contracts, clarify processes**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

**IEC Program Review:**

Yes, this Objective is based from the last IEC Program Review.

**Progress:**

Yes: I have had several meetings with VP of Administration and the Assoc VP of Business. New requirements for contracts continue to surface when VP reviews contracts. We have agreed on Independent contractors.

- Activity 1: a. Met with Administration to clarify contracts for small, medium and large contractors**
- b. Contract outcomes provide information regarding employment opportunities**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

Ranker	Comments	Rank
Dean		
Vice-President		
Budget Committee		
President's Council		



**Program Objective 2: 1 Add major career and contract training programs to increase revenue**

**Strategy and Goal(s):**

Strategy #1: Optimize enrollment, course offerings, and services to reflect community needs and growth.

Goal #4: Support programs that bridge pre-collegiate credit/non-credit courses and other learning support options intended to prepare students for entry into basic skills, transfer, and career technical programs.

**IEC Program Review:**

Yes, this Objective is based from the last IEC Program Review.

**Progress:**

Yes: Director has been hired. Hospitality has been launched in both credit (CTE) and Non-Credit. Metal Working class has run and Intermediate is set to begin in Spring 2018. Location has been found in the metals classroom at Christopher High School. I am working with both credit (CTE) and Non-Credit to develop curriculum to move to their departments. We now have increased our WIOA approved courses from 3 to 9. Phlebotomy has been finalized. We are still researching addition of Alcohol and Drug Counselor Program.

**Activity 1: a. Use EAB to gather labor market information**

**b. Add Alcohol and Drug Counselor Program**

**c. Explore culinary certificate program), use of Café Kitchen on campus**

**e. Metal repair, welding, machinist, mechanic, electrical: additional room available San Martin, long term old aviation rooms on campus**

**f. Work with Ed2go to develop bundled programs that can be offered to WIOA agencies**

**g. Finalize Phlebotomy externships and waste issues**

**h. Support NC & C development of Hospitality**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 2: Bring Pharmacy Tech and Vet Assistant in house Spring 2018.**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Activity 3: Add ETP contract**

**Personnel Request - *none***

**Non-Personnel Request - *none***



**Rankings:**

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Vice-President		
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President's Council		



**Program Objective 3: • 2. Expand, renew and develop partnerships**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

**IEC Program Review:**

Yes, this Objective is based from the last IEC Program Review.

**Progress:**

No- None -

- Activity 1:**
- a. continue to participate in CTE, NC , CCE advisory
  - b. Formalize partnership with CTE, shared goverence
  - c. Meet with local manufactures and industry reps to identify training needs
  - d. Use the resources of the Bay Area Consortium and the Central Region Consortium
  - e. BACCC participation
  - f. Attend trade shows, community events, Chamber meetings and mixers, WIOA, Gilroy, Hollister and Morgan Hill

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

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**Program Objective 4: Provide Staff development and training**

**Strategy and Goal(s):**

Not Applicable: RESUBMITTED: Copied from Academic Year 2016-17

**IEC Program Review:**

No: Need to better communicate the nature of our program.

**Progress:**

No- None -

**Activity 1: a. Develop staff goals and objectives**

**b. Clarify roles**

**c. Provide staff development and training to meet staff and program goals/objectives**

**d. Survey customer service to improve for community, campus staff and students**

**Personnel Request - *none***

**Non-Personnel Request - *none***

**Rankings:**

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Vice-President		
Budget Committee		
President's Council		